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- San Bernardino County Transportation Commission • San Bernardino County Transportation Authority
 - San Bernardino County Congestion Management Agency • Service Authority for Freeway Emergencies
-

AGENDA

Board of Directors Meeting

February 4, 2009

Start Time: 9:30 a.m.

LOCATION

**San Bernardino Associated Governments
Santa Fe Depot - SANBAG Lobby 1st Floor
1170 W. 3rd Street, San Bernardino, CA**

Board of Directors

President

Gary Ovitt, Supervisor
County of San Bernardino

Vice-President

Paul Eaton, Mayor
City of Montclair

Charley Glasper, Mayor
City of Adelanto

Rick Roelle, Mayor
Town of Apple Valley

Julie McIntyre
City of Barstow

Bill Jahn, Mayor Pro Tem
City of Big Bear Lake

Dennis Yates, Mayor
City of Chino

Gwenn Norton-Perry, Council Member
City of Chino Hills

Kelly Chastain, Mayor
City of Colton

Mark Nuaimi, Mayor
City of Fontana

Bea Cortes, Council Member
City of Grand Terrace

Mike Leonard, Council Member
City of Hesperia

Larry McCallon, Council Member
City of Highland

Rhodes "Dusty" Rigsby, Mayor Pro Tem
City of Loma Linda

Jeff Williams
City of Needles

Alan Wapner, Council Member
City of Ontario

Diane Williams, Council Member
City of Rancho Cucamonga

Patricia Gilbreath, Mayor Pro Tem
City of Redlands

Ed Scott, Council Member
City of Rialto

Patrick Morris, Mayor
City of San Bernardino

Jim Harris, Council Member
City of Twentynine Palms

John Pomierski, Mayor
City of Upland

Ryan McEachron, Council Member
City of Victorville

Richard Riddell, Mayor
City of Yucaipa

William Neeb, Council Member
Town of Yucca Valley

Brad Mitzelfelt, Supervisor
County of San Bernardino

Paul Biane, Supervisor
County of San Bernardino

Neil Derry, Supervisor
County of San Bernardino

Josie Gonzales, Supervisor
County of San Bernardino

Ray Wolfe, Caltrans
Ex-Officio Member

Deborah Robinson Barmack
Executive Director

San Bernardino Associated Governments (SANBAG) is a council of governments formed in 1973 by joint powers agreement of the cities and the County of San Bernardino. SANBAG is governed by a Board of Directors consisting of a mayor or designated council member from each of the twenty-four cities in San Bernardino County and the five members of the San Bernardino County Board of Supervisors.

In addition to SANBAG, the composition of the SANBAG Board of Directors also serves as the governing board for several separate legal entities listed below:

***The San Bernardino County Transportation Commission**, which is responsible for short and long range transportation planning within San Bernardino County, including coordination and approval of all public mass transit service, approval of all capital development projects for public transit and highway projects, and determination of staging and scheduling of construction relative to all transportation improvement projects in the Transportation Improvement Program.*

***The San Bernardino County Transportation Authority**, which is responsible for administration of the voter-approved half-cent transportation transactions and use tax levied in the County of San Bernardino.*

***The Service Authority for Freeway Emergencies**, which is responsible for the administration and operation of a motorist aid system of call boxes on State freeways and highways within San Bernardino County.*

***The Congestion Management Agency**, which analyzes the performance level of the regional transportation system in a manner which ensures consideration of the impacts from new development and promotes air quality through implementation of strategies in the adopted air quality plans.*

***As a Subregional Planning Agency**, SANBAG represents the San Bernardino County subregion and assists the Southern California Association of Governments in carrying out its functions as the metropolitan planning organization. SANBAG performs studies and develops consensus relative to regional growth forecasts, regional transportation plans, and mobile source components of the air quality plans.*

Items which appear on the monthly Board of Directors agenda are subjects of one or more of the listed legal authorities. For ease of understanding and timeliness, the agenda items for all of these entities are consolidated on one agenda. Documents contained in the agenda package are clearly marked with the appropriate legal entity.

**San Bernardino Associated Governments
County Transportation Commission
County Transportation Authority
County Congestion Management Agency
Service Authority for Freeway Emergencies**

Board of Directors

AGENDA

**February 4, 2009
9:30 a.m.**

Location:

**San Bernardino Associated Governments
Santa Fe Depot
SANBAG Lobby, 1st Floor
1170 W. 3rd Street, San Bernardino**

To obtain additional information on any items, please contact the staff person listed under each item. You are encouraged to obtain any clarifying information prior to the meeting to allow the Board to move expeditiously in its deliberations. Additional meeting procedures and agenda explanations are attached to the end of this agenda.

Call to Order - 9:30 a.m. by Supervisor Gary Ovitt

- I Pledge of Allegiance
- II. Attendance
- III. Announcements
 - Calendar of Events (Pg. 15)
- IV. Agenda Notices/Modifications – Vicki Watson

**1. Possible Conflict of Interest Issues for the Board Meeting of Pg. 16
February 4, 2009**

Note agenda item contractors, subcontractors and agents, which may require member abstentions due to conflict of interest and financial interests. Board Member abstentions shall be stated under this item for recordation on the appropriate item.

Notes/Actions:

Consent Calendar

Items listed on the Consent Calendar are expected to be routine and non-controversial. These items have been discussed at SANBAG Policy Committee meetings and made available for public review as noted in the agenda. The Consent Calendar will be acted upon as a single motion. Items on the Consent Calendar may be removed for discussion by Board Member Request. Items pulled from the consent calendar will be brought up under Agenda Item 32.

Administrative Matters

2. **Board of Directors Attendance Roster** Pg. 18
3. **Procurement Report for December 2008** Pg. 22
Receive Monthly Procurement Report. **William Stawarski**
This item was unanimously received by the Administrative Committee on January 14, 2009.
4. **SANBAG 2009/2010 Budget Schedule** Pg. 24
Approve the 2009/2010 Budget Schedule. **William Stawarski**
This item was reviewed by the Administrative Committee on January 14, 2009 and unanimously recommended for approval.
5. **Measure I Revenue Receipts – Program to Date** Pg. 26
Receive Report. **William Stawarski**
This item was unanimously received by the Administrative Committee on January 14, 2009.

Regional & Quality of Life Programs

6. **SANBAG's Role in Compliance with Provisions of SB375** Pg. 31
Receive report. **Ty Schuiling**
This item was reviewed by the Plans and Programs Policy Committee on January 21, 2009
7. **Amend Policy 10300 to Address Surplus Call Boxes** Pg. 34
Approve Amendment No. 1 to Policy 10300, to address the surplus call boxes. **Kelly Lynn**
This item was reviewed and unanimously recommended for approval by the Administrative Committee on January 14, 2009. The item and policy amendment have been reviewed by Legal Counsel.

Consent Calendar Continued....

Regional & Quality of Life Programs (Cont.)

8. **Agreement No. C09130 with the California Highway Patrol (CHP) for CHP Call Box Liaison Support** Pg. 39

Approve Agreement No. C09130 with the CHP for Call Box Liaison support for a three-year period beginning July 1, 2009, through June 30, 2012, in an amount not-to-exceed \$11,625.00, with a one-year option extension, as specified in the Financial Impact Section below. **Kelly Lynn**

This item was reviewed and unanimously recommended for approval by the Plans and Programs Committee on January 21, 2009. The Agreement has been reviewed by SAFE Counsel as to form.

9. **Award of Freeway Service Patrol (FSP) Tow Services Contracts** Pg. 48

Approve award of four contracts for FSP tow services:

1. Contract No. C09137 to Steve's Towing, for FSP Beat No. 1, for a three-year period, not-to-exceed \$514,755, as well as two one-year options, as outlined in the Financial Impact Section below;

2. Contract No. C09138 to Pepe's Tow Service, Inc., for FSP Beat No. 2, for a three-year period, not-to-exceed \$570,105, as well as two one-year options, as outlined in the Financial Impact Section below;

3. Contract No. C09139 to JLM Towing Services, Inc., for FSP Beat No. 3, for a three-year period, not-to-exceed \$547,965, as well as two one-year options, as outlined in the Financial Impact Section below; and

4. Contract No. C09140 to Steve's Towing, for FSP Beat No. 5, for a three-year period, not-to-exceed \$514,755, as well as two one-year options, as outlined in the Financial Impact Section below. **Kelly Lynn**

This item was reviewed and unanimously recommended for approval by the Plans and Programs Committee on January 21, 2009. The four contracts have been reviewed as to form by SANBAG Legal Counsel.

Consent Calendar Continued...

Subregional Trans. Planning & Programming

10. Advance Expenditure Process for the Strategic Plan Pg. 95

Approve Nexus Study project expenditures incurred after April 5, 2006 as eligible for reimbursement under the Advance Expenditure process proposed in the Measure I 2010-2040 Strategic Plan. **Ty Schuiling**

This item was reviewed and unanimously recommended for approval by the Plans and Programs Policy Committee on January 21, 2009.

Program Support/Council of Govts.

11. Federal and State Legislative Update Pg. 97

Receive report on Federal and State legislative matters. **Jennifer Franco**

This item was reviewed by the Administrative Committee on January 14, 2009.

12. Summary Report of the SANBAG Board Retreat Pg. 100

Receive the summary report prepared by the facilitator of the SANBAG Board retreat held September 30, 2008. **Duane Baker**

This item was reviewed by the Administrative Committee on January 14 2009.

Project Development

13. Construction Cooperative Agreement No. C09116 with Caltrans for the combined Connectors Project on SR-210 Segment 11 and Interstate 215 Segment 5 Project Pg. 102

Approve Construction Cooperative Agreement No. C09116 with Caltrans for the combined Connectors Project on SR-210 Segment 11 and I-215 Segment 5 Project. **Garry Cohoe**

This item was reviewed and unanimously recommended for approval by the Major Projects Committee on January 15, 2009. SANBAG Counsel has reviewed and approved the agreement as to form.

Consent Calendar Continued....

Project Development (Cont.)

14. I-215 Bi-County High Occupancy Vehicle (HOV) Gap Closure Project Pg. 127

1) Give priority to Commit Funds to the I-215 Bi-County HOV Gap Closure Project

2) Approve Budget Amendment to include a new Task (TN 839, I-215 Bi-County HOV Gap Closure Project)

3) Defer Approval of Cooperative Agreement No. C09145 with RCTC for preparation of Project Approval and Environmental Document (PA&ED) for the I-215 Bi-County HOV Gap Closure Project. **Garry Cohoe**

This item was reviewed and unanimously recommended for approval by the Major Projects Committee on January 15, 2009. SANABG Counsel has reviewed and approved the agreement as to form.

Transit/Commuter Rail

15. Award of Contract C09082 – Victor Valley Long Distance Commuter Needs Assessment Pg. 130

Award of Contract C09082-Preparation of the Victor Valley Long Distance Commuter Needs Assessment Study to the firm Nelson Nygaard in an amount not to exceed \$88,493.00 as identified in the Financial Impact Study. **Beth Kranda**

This item was reviewed by the Mountain/Desert Committee on January 16, 2009 and unanimously recommended for approval.

16. Memorandum of Understanding between San Bernardino Associated Governments and Southern California Association of Governments (SCAG) regarding the Victor Valley Long Distance Commuter Needs Assessment Study Grant Pg. 138

Approve MOU (C09152) between SANBAG and SCAG regarding the Victor Valley Long Distance Commuter Needs Assessment Study. **Beth Kranda**

This item was reviewed by the Mountain/Desert Committee on January 16, 2009 and unanimously recommended for approval.

17. Metro Gold Line Foothill Extension to LA/Ontario International Airport Pg. 150

Approve Final Report of the Strategic Planning Study for the Metro Gold Line Foothill Extension to the LA/Ontario International Airport. **Mike Bair**

This item was unanimously received by the Commuter Rail Committee on November 20, 2008.

Consent Calendar Continued....

Transit/Commuter Rail (Cont.)

18. California High-Speed Rail Projects Pg. 152

1. Approve a Revised Memorandum of Understanding (MOU) SANBAG Agreement C09008, for the Preparation of Studies for the Los Angeles to San Diego via Inland Empire Proposed High-Speed Passenger Rail Corridor and the Regional Air-Rail Network.

2. Support an alignment for the proposed Inland Empire High-Speed Passenger Rail Corridor that serves the eastern portion of the San Bernardino Valley. **Victoria Baker**

This item was reviewed by the Commuter Rail Committee on January 23, 2009 and unanimously recommended for approval.

19. Funding for Metrolink Short and Intermediate-Term Safety Improvements and Liability Insurance Reinstatement Pg. 167

Authorize the use of \$1,117,195 from Fiscal Year 2007/2008 Surplus Funds for the Implementation of Metrolink Short and Intermediate-Term Safety Improvements and the Reinstatement of Liability Insurance as identified in the Financial Impact Section. **Mike Bair**

This item was reviewed by the Commuter Rail Committee on January 23, 2009 and unanimously recommended for approval.

20. Agreement with Omnitrans for the Receipt of FTA Sections 5316 and 5317 funds for conducting a study of the formation of a Consolidated Transportation Services Agency (CTSA) within the San Bernardino Valley Pg. 170

Authorize the Executive Director to Execute Contract R09153 with Omnitrans for the receipt of \$60,000 in FTA Section 5316 and \$20,000 in FTA Section 5317 funds for conducting a study of the formation of a CTSA within the San Bernardino Valley. **Beth Kranda**

This item was reviewed by the Administrative Committee on January 14, 2009 and unanimously recommended for approval.

Consent Calendar Continued....**Transit/Commuter Rail (Cont.)**

21. **Allocation of Proposition 1B – Public Transportation Modernization, Improvement and Service Enhancement Account (PTMISEA) Government Code 8879.55(a)(2) – Population Funds** Pg. 185

Adopt Resolution 09-006 and approve the Allocation of Proposition 1B PTMISEA GC 8879.55(a)(2) – Population Funds totaling \$8,998,594 as identified in the Financial Impact Section to the following Lead Project Sponsors:

Morongo Basin Transit Authority	\$ 354,976
Mountain area Regional Transit Authority	\$ 308,105
Omnitrans	\$3,429,452
Southern California Regional Rail Authority	\$3,309,525
Victor Valley Transit Authority	\$1,596,536

Mike Bair

This item was reviewed by the Plans and Programs Policy Committee on January 21, 2009 and unanimously recommended for approval.

22. **Allocation of Proposition 1B FY 2008/2009 California Transit Security Grant Program – Transit System Safety, Security and Disaster Response Account (TSSDRA) Government Code (GC) 8879.58(a)(2) – Population Funds** Pg. 190

Adopt Resolution 09-007 allocating Proposition 1B TSSDRA Government Code 8879.58(a)(2) – Population Funds totaling \$1,597,404 to the following lead Project Sponsors:

Morongo Basin Transit Authority	\$ 62,977
Mountain Area Regional Transit Authority	\$ 101,635
Omnitrans	\$1,189,749
Needles Area Transit	\$ 6,807
Victor Valley Transit Authority	\$ 236,419

Beth Kranda

This item was reviewed by the Plans and Programs Committee on January 21, 2009 and unanimously recommended for approval.

Consent Calendar Continued....

Transportation Programs & Fund Admin

23. **Local Transportation Fund (LTF) Revised Apportionment for Fiscal Year 2008/2009 and Recommended Apportionment for Fiscal Year 2009/2010** Pg. 195

1. Approve a decrease of \$7,614,000 to the Fiscal Year 2008/2009 LTF Receipts for a new total of \$68,526,000.

2. Approve the use of \$1,669,389 from the prior year unrestricted fund balance to establish a New Fiscal Year 2008/2009 Apportionment in the amount of \$70,195,389.

3. Approve an LTF Estimated Apportionment of \$64,991,500 for Fiscal Year 2009/2010. **Victoria Baker**

This item was reviewed by the Administrative Committee on January 14, 2009 and unanimously recommended for approval.

24. **Measure I Two Year Capital Improvement Plans** Pg. 200

Accept the Measure I 2008-2010 Summary Report of Two Year Capital Improvement Plans for Local Pass-Through Funds in the Valley and Mountain/Desert subareas. (Separate Attachment.)
Ellen Pollema

The Measure I Two Year Capital Improvement Plans were reviewed and unanimously recommended for approval by the Major Projects Committee on January 15, 2009 and the Mountain/Desert Committee on January 16, 2009.

DISCUSSION ITEMS

Program Support/Council of Governments

25. **Presentation from the County Office of Homeless Services on the 10-Year Strategic Plan to End Chronic Homelessness** Pg. 202

It is recommended that the Board of Directors receive the presentation. **Duane Baker**

This item is scheduled for review by the Board of Directors on February 4, 2009.

26. **SANBAG Participation with Inland Empire Economic Recovery Corporation** Pg. 203

Approve the use of a recently authorized \$50,000 budget for work with the Inland Empire Economic Recovery Corporation to provide coordinated foreclosure prevention forums and seminars.
Duane Baker

This item has had no prior policy committee review.

Discussion Items Continued....

Administrative

27. Appointments and Selection of Board Members to Serve on Policy Committees and External Committees and Notice of SCAG Regional Council Elections Pg. 205

1. Note Presidential appointment of:
 - a. Paul Eaton, City of Montclair, to represent SANBAG as the primary ex-officio member on the **Alameda Corridor-East Construction Authority** for a term to expire on December 31, 2010;
 - b. Larry McCallon, City of Highland, to represent SANBAG on the **California Association of Councils of Government (CALCOG)**.
2. Approve the following appointments by the SANBAG Board:
 - a. Kelly Chastain, City of Colton, to serve on the **Southern California Association of Governments (SCAG) Regional Council** as representative for SANBAG as the County Transportation Commission;
 - b. Paul Eaton, City of Montclair, to represent SANBAG as the alternate member on the **Mobile Source Air Pollution Reduction Review Committee** for a term to expire on December 31, 2010.
 - c. Diane Williams, City of Rancho Cucamonga, to represent SANBAG as the alternate member on the **Metro Gold Line Phase II Joint Powers Authority** for a term to expire on December 31, 2010
3. Conduct a caucus of the East Valley, West Valley, and Mountain/Desert city representatives to select members to serve on SANBAG policy committees.
4. Note the call for candidates and notice of election for members of the Southern California Association of Governments (SCAG) Regional Council from SCAG Districts 7, 9, 11, and 65.
Duane Baker

This item is scheduled for review by the Board of Directors on February 4, 2009.

Discussion Items Continued....

Program Support/Council of Governments

28. Update on Identifying Potential Projects for Transportation Reauthorization Pg. 208

1. Receive report on SANBAG's development of an advocacy strategy for the Federal Transportation Reauthorization bill; and
2. Adopt recommended projects for the Federal Transportation Reauthorization bill (Attachment #3). **Jennifer Franco**

This item was reviewed by the Administrative Committee on January 14, 2009, Major Projects on January 15, 2009, Mountain Desert Committee on January 16, 2009, Plans and Programs Committee on January 21, 2009 and the Commuter Rail Committee on January 23, 2009.

Project Development

29. Amendment No. 2 to Sole Source Contract No. 03-037 with Terry Haines for Right of Way Consultant Services Pg. 217

Approve Amendment No. 2 to Sole Source Contract No. 03-037 with Terry Haines for right of way consultant services increasing the not-to-exceed amount by \$150,000, for a total of \$300,000 and to establish December 31, 2011, as the contract term. **Garry Cohoe**

This item was reviewed and unanimously recommended for approval by the Major Projects Committee on January 15, 2009. SANBAG Counsel has reviewed and approved this amendment as to form.

Discussion Items Continued....

Project Development (Cont.)

30. **Award of Contract No. 09083 to Diversified Landscape Co. to Establish Existing Planting Work for SR-210 for Segments 3 in the City of Rancho Cucamonga** Pg. 222

1. Approve the determination that the bid submitted by the apparent low bidder, Lasting Images Landscape is non-responsive for the following reasons:

a) A project bid amount lower than the minimum required labor cost of the contract Special Provisions and as provided by the Department of Industrial Relations.

b) Failing to identify the Contractor's position on page 8, "Public Contract Code Section 10285.1 Statement" of the bid proposal book.

2. Approve and Award Contract No. C09083 to Diversified Landscape Co., the second lowest bidder, to Establish Existing Planting Work for SR-210 for Segments 3 in the City of Rancho Cucamonga in the amount of \$212,625.00.

3. Approve Purchase Order No. P09161 for the amount of \$120,000 for the payment of irrigation water costs to Cucamonga Valley Water District. **Garry Cohoe**

At the December 3, 2008 Board of Directors meeting, an item was approved authorizing staff to proceed with advertising for SR-210 Landscape Maintenance for Segment 3 and return directly to the Board for approval. SANBAG Counsel has reviewed this agreement.

31. **Construction Cooperative Agreement No. C09-129 with Caltrans for Interstate 215 Segments 1 and 2 in the City of San Bernardino** Pg. 234

Approve Construction Cooperative Agreement No. C09-129 with Caltrans for Interstate 215 Segments 1 and 2 in the City of San Bernardino. **Garry Cohoe**

This item has had no prior policy committee review and will be presented directly to the SANBAG Board of Directors for review on February 4, 2009. SANBAG Counsel has reviewed and approved the agreement as to form for the draft agreement and will need to review the final language submitted by Caltrans.

Other Matters

32. Consent Calendar Items Pulled for Discussion

Items pulled from the consent calendar shall be taken under this item in the order they were presented on the calendar.

Comments from Board Members

Brief Comments from Board of Directors

Public Comment

Brief Comments by the General Public

ADJOURNMENT

Additional Information

Agency Reports/Committee Memberships

Commuter Rail Report Pg. 258

Mayor Pro Tem Patricia Gilbreath

South Coast Air Quality Management Report Pg. 261

Mayor Dennis Yates

Mobile Source Air Pollution Reduction Review Committee (MSRC)

Council Member Gwenn Norton-Perry (*No Report this Month*)

SCAG Committees Pg. 264

SCAG Regional Council

SCAG Policy Committees

Community, Economic and Human Development

Energy and Environment

Transportation and Communications

SANBAG Policy Committees Pg. 265

Acronym List Pg. 268

Complete packages of this agenda are available for public review at the SANBAG offices and our website: www.sanbag.ca.gov. Staff reports for items may be made available upon request. For additional information call (909) 884-8276.

Meeting Procedures and Rules of Conduct

Meeting Procedures

The Ralph M. Brown Act is the state law which guarantees the public's right to attend and participate in meetings of local legislative bodies. These rules have been adopted by the Board of Directors in accordance with the Brown Act, Government Code 54950 et seq., and shall apply at all meetings of the Board of Directors and Policy Committees.

Accessibility

The SANBAG meeting facility is accessible to persons with disabilities. If assistive listening devices or other auxiliary aids or services are needed in order to participate in the public meeting, requests should be made through the Clerk of the Board at least three (3) business days prior to the Board meeting. The Clerk's telephone number is (909) 884-8276 and office is located at 1170 W. 3rd Street, 2nd Floor, San Bernardino, CA.

Agendas – All agendas are posted at 1170 W. 3rd Street, 2nd Floor, San Bernardino at least 72 hours in advance of the meeting. Complete packages of this agenda are available for public review at the SANBAG offices and our website: www.sanbag.ca.gov. Staff reports for items may be made available upon request. For additional information call (909) 884-8276.

Agenda Actions – Items listed on both the "Consent Calendar" and "Items for Discussion" contain suggested actions. The Board of Directors will generally consider items in the order listed on the agenda. However, items may be considered in any order. New agenda items can be added and action taken by two-thirds vote of the Board of Directors.

Closed Session Agenda Items – Consideration of closed session items *excludes* members of the public. These items include issues related to personnel, pending litigation, labor negotiations and real estate negotiations. Prior to each closed session, the Chair will announce the subject matter of the closed session. If action is taken in closed session, the Chair may report the action to the public at the conclusion of the closed session.

Public Testimony on an Item – Members of the public are afforded an opportunity to speak on any listed item. Individuals wishing to address the Board of Directors or Policy Committee Members should complete a "Request to Speak" form, provided at the rear of the meeting room, and present it to the SANBAG Clerk prior to the Board's consideration of the item. A "Request to Speak" form must be completed for *each* item when an individual wishes to speak on. When recognized by the Chair, speakers should be prepared to step forward and announce their name and address for the record. In the interest of facilitating the business of the Board, speakers are limited to three (3) minutes on each item. Additionally, a twelve (12) minute limitation is established for the total amount of time any one individual may address the Board at any one meeting. The Chair or a majority of the Board may establish a different time limit as appropriate, and parties to agenda items shall not be subject to the time limitations.

The Consent Calendar is considered a single item, thus the three (3) minute rule applies. Consent Calendar items can be pulled at Board member request and will be brought up individually at the specified time in the agenda allowing further public comment on those items.

Agenda Times – The Board is concerned that discussion take place in a timely and efficient manner. Agendas may be prepared with estimated times for categorical areas and certain topics to be discussed. These times may vary according to the length of presentation and amount of resulting discussion on agenda items.

Public Comment – At the end of the agenda, an opportunity is also provided for members of the public to speak on any subject within the Board's authority. *Matters raised under "Public Comment" may not be acted upon at that meeting. The time limits established in "Public Testimony on any Item" still apply.*

Disruptive Conduct – If any meeting of the Board is willfully disrupted by a person or by a group of persons so as to render the orderly conduct of the meeting impossible, the Chair may recess the meeting or order the person, group or groups of person willfully disrupting the meeting to leave the meeting or to be removed from the meeting. Disruptive conduct includes addressing the Board without first being recognized, not addressing the subject before the Board, repetitiously addressing the same subject, failing to relinquish the podium when requested to do so, or otherwise preventing the Board from conducting its meeting in an orderly manner. *Please be aware that a NO SMOKING policy has been established for meetings. Your cooperation is appreciated!*

**SANBAG General Practices for Conducting Meetings
of
Board of Directors and Policy Committees**

Basic Agenda Item Discussion.

- The Chair announces the agenda item number and states the subject.
- The Chair calls upon the appropriate staff member or Board Member to report on the item.
- The Chair asks members of the Board/Committee if they have any questions or comments on the item. General discussion ensues.
- The Chair calls for public comment based on “Request to Speak” forms which may be submitted.
- Following public comment, the Chair announces that public comment is closed and asks if there is any further discussion by members of the Board/Committee.
- The Chair calls for a motion from members of the Board/Committee.
- Upon a motion, the Chair announces the name of the member who makes the motion. Motions require a second by a member of the Board/Committee. Upon a second, the Chair announces the name of the Member who made the second, and the vote is taken.

The Vote as specified in the SANBAG Bylaws.

- Each member of the Board of Directors shall have one vote. In the absence of the official representative, the alternate shall be entitled to vote. (Board of Directors only.)
- Voting may be either by voice or roll call vote. A roll call vote shall be conducted upon the demand of five official representatives present, or at the discretion of the presiding officer.

Amendment or Substitute Motion.

- Occasionally a Board Member offers a substitute motion before the vote on a previous motion. In instances where there is a motion and a second, the maker of the original motion is asked if he would like to amend his motion to include the substitution or withdraw the motion on the floor. If the maker of the original motion does not want to amend or withdraw, the substitute motion is not addressed until after a vote on the first motion.
- Occasionally, a motion dies for lack of a second.

Call for the Question.

- At times, a member of the Board/Committee may “Call for the Question.”
- Upon a “Call for the Question,” the Chair may order that the debate stop or may allow for limited further comment to provide clarity on the proceedings.
- Alternatively and at the Chair’s discretion, the Chair may call for a vote of the Board/Committee to determine whether or not debate is stopped.
- The Chair re-states the motion before the Board/Committee and calls for the vote on the item.

The Chair.

- At all times, meetings are conducted in accordance with the Chair’s direction.
- These general practices provide guidelines for orderly conduct.
- From time-to-time circumstances require deviation from general practice.
- Deviation from general practice is at the discretion of the Board/Committee Chair.

Courtesy and Decorum.

- These general practices provide for business of the Board/Committee to be conducted efficiently, fairly and with full participation.
- It is the responsibility of the Chair and Members to maintain common courtesy and decorum.

Adopted By SANBAG Board of Directors January 2008



Important Things to Know for ... February 2009

SANBAG Meetings – Cancelled:

None

SANBAG Meetings – Scheduled:

Administrative Committee	Feb. 11	9 a.m.	The Super Chief
Major Projects Committee	Feb. 12	9 a.m.	The Super Chief
Plans and Programming Committee	Feb. 18	12 noon	The Super Chief
Mountain-Desert Committee	Feb. 20	9 a.m.	Town of Apple Valley

Other Meetings:

Mike Bair's Retirement Party	Feb. 7	4 p.m.	National Orange Show, San Bernardino
California Transportation Foundation: Transportation Forum	Feb. 18	9 a.m.	Sacramento Convention Center
Colton Crossing Public Outreach Meeting	Feb. 18	6 p.m.	Luque Center, Colton
Colton Crossing Public Outreach Meeting	Feb. 19	6 p.m.	Hutton Community Center, Colton

For additional information, please call SANBAG at (909) 884-8276